

**CA-PMM****Project Name:** Automated License Data System (ALDS)**OCIO Project #:** 3600-44**Department:** Fish and Game**Revision Date:** May 2009 (for April 2009 reporting period)**Status Report****Status Report – Project Manager to Sponsor****Current Status Report**

Questions	Yes/No	Cause	Impact	Action Required
1. Were recent milestones completed on schedule?	Yes			
2. Were any key milestones or deliverables rescheduled?	No			
3. Was work done that was not planned?	Yes	Reports planned for the project, but not planned for this reporting period, were done.	Benchmarks on report deliveries changed but not final reporting milestone	Active needs to provide information clearly indicating changes to report development.
4. Were there any changes to scope?	No			
5. Were tasks added that were not originally estimated?	No			
6. Were any tasks or milestones removed?	No			
7. Were any scheduled tasks not started?	Yes	a. Increase in test iteration turnaround time	After first testing iteration, all subsequent testing iterations will be delayed. Milestones will be missed if full iterations of testing needed.	Schedule updated to reflect delays.
		b. Late in delivery of product for initial testing	1. Unreported scope changes 2. Turnaround time for design work taking longer than anticipated 3. Underestimated time to develop	Various actions underway to resolve this issue. See Sprint 14 Analysis for details.
8. Are there any new major issues?	Yes	Increase in test iteration timeline agreement by the vendor	See #7 above. If critical path work packets are impacted, could delay implementation by 1 1/2 to 3 months.	Vendor made unilateral decision to change test iteration timeline. DFG PMs were not notified. Issue was escalated to executive level.
9. Are there any staffing problems?	Yes	Vendor is down two development resources	Has impacted on-time delivery of initial product development functionality.	Active is interviewing to fill positions.

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### Look Ahead View

Questions	Yes/No	Impact	Action Required
1. Will upcoming critical path milestones or deliverables be delayed?	Maybe	Possible. If vendor keeps to new, longer test iteration cycle, and full testing iterations are required for last pieces of functionality, schedule could be delayed 1 1/2 to three months.	Issue was escalated to executive level.
2. Do any key milestones or deliverables need to be rescheduled?	Yes	If vendor insists on new, longer test iteration cycle, milestones should be adjusted to reflect the change.	Agreement from executive management on how to proceed - either change schedule to reflect new assumptions or keep schedule as is and continually report delays.
3. Is there any unplanned work that needs to be done?	No		
4. Are there any expected or recommended changes to scope?	No		
5. Are there any tasks not originally estimated that will need to be added?	No		
6. Are there any tasks or milestones that should be removed from the plan?	No		
7. Are there any scheduled tasks whose start will likely be delayed?	Yes	If the schedule is not updated to reflect the new test iteration process, all testing tasks will be delayed.	See #2 above.
8. Are any major new issues foreseeable?	No		
9. Are any staffing problems anticipated?	No		

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### Current Status and Accomplishments:

*Describe deliverables completed and milestones met during **this reporting period**.*

DFG Test Team Lead provided 'Agree to Proceed' for the Change History and Auditing Reports functionality.  
DFG BAs provided their 'Agree to Proceed' for the last Phase I Business Requirements Document, Fulfillment.

### Project Milestones:

*List key milestones and their dates from the project schedule.*

Milestone	Target Date	Forecast Date	Status	Cause & Impact to Implementation Date	Date Completed
Milestone I IPOS Demo Complete	5/1/09	5/1/09	In Process		
Site Admin - Security and Audit WP Complete	5/21/09		Complete		3/24/09
Customer Management WP Complete	5/21/09	8/5/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Agent Management WP Complete	6/16/09	8/5/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Revenue Accounting General WP Complete	6/16/09		Complete		4/3/09
Application Modification and Upgrade Procedures Plan Approved by DFG	6/23/09	6/23/09	In Process		
Agent Management (Agent App Process) WP Complete	7/10/09	10/16/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Milestone II IPOS Demo Complete	7/15/09	7/15/09	In Process		

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System Security Plan Approved by DFG	7/31/09	7/31/09	Not Started - Delayed	Cause - slow turnaround time for DFG DED review and response. DED not finalized. Should not impact implementation date.	
License Item Mgmt (Catalog) and License Item Mgmt (Rules Eng/Rules Creat.) Complete	8/27/09	1/29/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Specialized Licensing (Controlled Hunt Mgmt) WP Complete	8/27/09	11/10/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Misc Infrastructure Complete	8/27/09		In Process		
Physical Inventory Management WP Complete	9/22/09	12/8/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
Program Mgmt (HIP and Hunter Ed) WP Complete	9/22/09		In Process		
Other - PLMA WP Complete	9/22/09		In Process		
Revenue Accounting (Refunds) WP Complete	9/22/09		In Process		
Asset Mgmt WP Complete	9/22/09		In Process - Delayed	Cause - Initial development completed late causing late delivery for WP testing. Should not impact implementation date.	
Specialized Licensing (Free and Reduced Fee) WP Complete	10/15/09		Not Started		
Technology Architecture Plan Approved by DFG	11/3/09		Not Started		
Other - Copy Season WP Complete	11/9/09		In Process		

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Customer Merge WP Complete	11/9/09		In Process - Delayed	Cause - LOE to develop functionality underestimated causing late initial delivery for WP testing. Should not impact implementation date.	
Revenue Accounting (Sales Reconciliation) WP Complete	11/9/09		In Process		
Revenue Accounting (EFT/ACH) WP Complete	11/9/09		In Process		
Revenue Accounting (CALSTARS) WP Complete	11/9/09		In Process		
Business Operations Support Plan Approved by DFG	11/9/09		Not Started		
Data Conversion Plan Approved by DFG	11/20/09		Not Started		
Fulfillment WP Complete	12/7/09		Not Started		
ALDS Extracts Complete	12/7/09		Not Started		
System Maintenance Plan Approved by DFG	12/21/09		Not Started		
Specialized Licensing (Controlled Hunt App) WP Complete	1/28/10		In Process		
Specialized Licensing (Lifetime Licenses) WP Complete	2/22/10		Not Started		
Decision Support Services Framework WP Complete	3/3/10		In Process		

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IPOS (License Sales Mgmt (Sales Process and IPOS Engineering) and License Item Mgmt (Catalog) Print Docs) WP Complete	3/17/10		In Process		
Training Plan Approved by DFG	3/24/10		Not Started		
Training Material Plan Approved by DFG	4/21/10		Not Started		
Commercial Fishing Phase I WP Complete	5/4/10		Not Started		
DFG UAT Testing Begins	5/4/10		Not Started		
Transition Plan Approved by DFG	5/20/10		Not Started		
User and System Operating Manuals Approved by DFG	6/2/10		Not Started		
Performance Management Plan Approved by DFG	7/2/10		Not Started		
Help Desk Support Plan Approved by DFG	7/7/10		Not Started		
Pilot Begins (end of UAT Testing and Completion of Pilot Testing and Readiness Activities)	8/20/10		Not Started		
Other - Lifetime License Renewal Complete	8/30/10		Not Started		
Test Results Document Approved by DFG	10/28/10		Not Started		

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Pilot Execution Start	10/5/10		Not Started		
DFG Final Acceptance (Go Live)/Pilot Phase Completes	11/8/10		Not Started		
Data Conversion Software and Documentation Document Approved by DFG	1/27/11		Not Started		
Deliverable - ALDS Final System Phase I Acceptance Letter Issued	2/4/11		Not Started		
Specialized Licensing (Controlled Hunt Draws) Complete	3/17/11		Not Started		
Revenue Accounting General (1099 Reports) Complete	5/31/11		Not Started		
Compliance Management - SLMS Complete	7/18/11		Not Started		
License Sales Mgmt (Inet and Telephone) Complete	11/16/11		Not Started		
Program Management (Harvest Reporting) Complete	12/1/11		Not Started		
Commercial Fish Vessels Phase II Complete	12/29/11		Not Started		
Specialized Licensing (Special Permits) Complete	7/24/12		Not Started		
Program Management (Wild Life Processing) Complete	7/24/12		Not Started		

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Logical Data Design Approved by DFG	8/15/12		Not Started		
System Design Document Approved by DFG	8/15/12		Not Started		
Deliverable - ALDS Final System Phase II Acceptance Letter Issued	8/20/12		Not Started		

**Variances**

Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule		X		See #7.a and #8 in Current Status Report Section of PM to Sponsor Report. Worst case impact would cause a schedule delay of about three months. Issue is escalated to executives.
Milestones	X			
Deliverables	X			
Resources		X		The vendor is down two development resources. They are currently working to fill the positions. DFG BA workload is high. However, this was anticipated through their overallocations in the project schedule. DFG continues to look for ways to help off-load some of their tasks.
OneTime Cost				N/A - No one time costs associated with this project.
Continuing Cost	X			Due to extension of project, SPR has been submitted and BCPs will be needed in the future.



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# Status Report

## Status Reports – Sponsor to Steering Committee

### Summary Milestones and Highlights

Project Milestones: <i>List key milestones and their dates from the project schedule. Explain in issues section if a milestone's status is behind.</i>					
Milestone	Target Date	Forecast Date	Status	If Delayed, Impact to Implementation Date	Date Completed
Milestone I IPOS Demo Complete	5/1/09	5/1/09	In Process		
Site Admin - Security and Audit WP Complete	5/21/09		Complete		3/24/09
Customer Management WP Complete	5/21/09	8/5/09	In Process - Delayed	Cause - increase in testing iteration cycles. Should not impact implementation date.	
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Deliverable - ALDS Final System Phase I Acceptance Letter Issued	2/4/11		Not Started		
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Specialized Licensing (Special Permits) Complete	7/24/12		Not Started		
Program Management (Wild Life Processing) Complete	7/24/12		Not Started		
Logical Data Design Approved by DFG	8/15/12		Not Started		

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System Design Document Approved by DFG	8/15/12		Not Started		
Deliverable - ALDS Final System Phase II Acceptance Letter Issued	8/20/12		Not Started		

### Variances

Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

\* *Priority of schedule, scope, budget, and quality from Final Ranking established in the Priority Analysis*

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule		X		See #7.a and #8 in Current Status Report Section of PM to Sponsor Report. Worst case impact would cause a schedule delay of about three months. Issue is escalated to executives.
Milestones	X			
Deliverables	X			
Resources		X		The vendor is down two development resources. They are currently working to fill the positions. DFG BA workload is high. However, this was anticipated through their overallocations in the project schedule. DFG continues to look for ways to help off-load some of their tasks.
One Time Cost				N/A - No one time costs associated with this project.
Continuing Cost	X			Due to extension of project, SPR has been submitted and BCPs will be needed in the future.

**CA-PMM****Project Name:** Automated License Data System (ALDS)**OCIO Project #:** 3600-44**Department:** Fish and Game**Revision Date:** May 2009 (for April 2009 reporting period)**Status Report****Monitoring Vital Signs Scorecard**

Vital Sign	Variance	Value	Your Score
1. Customer Buy-In	High Degree of Buy-In	0	0
	Medium Degree of Buy-In	1	
	Low Degree of Buy-In	2	
2. Technology Viability	Strong Viability	0	0
	Medium Viability	1	
	Weak Viability	2	
3. Status of the Critical Path (delay)	<5%	0	1
	5% to 10%	1	
	>10%	2	
4. Cost-to-Date vs. Estimated Cost-to-Date (higher)	<5%	0	0
	5% to 10%	1	
	>10%	2	
5. High-Probability, High-Impact Risks	0 to 3	0	1
	4 to 6	1	
	>6	2	
6. Unresolved Issues (on time resolution)	On time	0	2
	Late with no impact	1	
	Late impacting the critical path	2	
7. Sponsorship Commitment	Fully engaged	0	0
	Partially engaged	1	
	Inadequate enagement	2	
8. Strategy Alignment	Strong alignment	0	0
	Partial alignment	1	
	Weak or no alignment	2	
9. Value-to-Business	Strong	0	0
	Medium	1	
	Weak	2	

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10. Vendor Viability (provide rationale for the rating in the field following the scorecard)	Strong	0	0
	Medium	1	
	Weak	2	
11. Milestone Hit Rate (rate of achievement as planned)	>90% on time	0	0
	80-90% on time	1	
	<80% on time	2	
12. Deliverable Hit Rate (rate of production as planned) (Contract Deliverables)	>90% on time	0	0
	80-90% on time	1	
	<80% on time	2	
13. Actual vs. Planned Resources	>90% assigned and available	0	1
	80-90% assigned and available	1	
	<80% assigned and available	2	
14. Overtime Utilization (% of effort that is overtime) (DFG Only)	<15%	0	0
	15-25%	1	
	>25%	2	
15. Team Effectiveness	Highly Effective	0	1
	Moderately Effective	1	
	Ineffective	2	
<b>Total</b>			<b>6</b>

Green = 0 - 8

Yellow = 9 - 19

Red = 20+

**Vendor Viability Rating Rationale**

Active has communicated this project is a top priority for their organization. Since Active Networks has acquired Outdoor Central, they have shown their commitment to